

# Fire System Permits

13



## A DDES Customer Information Bulletin



King County Department of Development and Environmental Services  
900 Oakesdale Avenue Southwest Renton, Washington 98055-1219

<http://www.metrokc.gov/ddes/>

## Frequently Asked Questions

King County DDES has created customer information bulletins to inform the general public about the effect of codes and regulations on their projects. These bulletins are not intended to be complete statements of all laws and rules and should not be used as substitutes for them. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult King County staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.

### How do I apply for a fire system permit?

This bulletin describes the submittal requirements for the major kinds of fire system permits. Fire system permits are governed by the Uniform Fire and Building Codes and must meet fire and life safety requirements. There are a wide variety of fire system permits. If you have questions about these permits, the applicable codes, submittal requirements, or fees charged, please feel free to call the Fire Protection Engineers at 206-296-6675.

It is requested that the applicable fees are paid at the time of application and that complete applications be submitted.

Permits may be applied for by either of the following methods:

1. Applications may be mailed to the King County Fire Marshal's Office located at 900 Oakesdale Avenue Southwest, Renton, Washington 98055-1219; Attention: Fire Engineering.
2. Applications may be dropped off at the Fire Marshal's Office at the above address. No appointment or waiting is required. To drop off an application, check in at the reception desk on the first floor of the building and a representative from the Fire Marshal's Office will be paged to assist in your permit submittal. Applications will be accepted between 8:30 a.m. and 4:30 p.m. Monday, Tuesday, Thursday, and Friday and between 10:30 a.m. and 4:30 p.m. on Wednesdays.

Materials needed for a permit application are as follows:

1. Fire System Permit Application form.
2. Certification and Transfer of Applicant Status (if not the legal owner).
3. Certification of Applicant Status.
4. Affidavit for Application.
5. Three (3) sets of plans and applicable manufacturers data sheet (provided by applicant).

Application materials are available at DDES or contact our office at 206-296-6675 to have materials mailed.

## Frequently Asked Questions

### Fire Sprinkler Systems (Residential, Multi-family, and Commercial)

When you apply for a fire sprinkler system permit, your submittal package must include a Certification and Transfer of Applicant Status form, a cover sheet, and three sets of plans.

- A. Your cover sheet should include the following information:
1. Owner or developer's name, address, and telephone number.
  2. Agent's name, address, and telephone number.
  3. A statement of the scope of work that this permit is intended to cover.
  4. Summary of the number of zones, systems, and sprinkler heads.
  5. If the system is for a particular building or tenant space in a complex, the tenant's name and location information (for example, space number, building number, or floor number).
  6. Application numbers (shell permits, tenant improvement permits, fire system permits, or mechanical permits).
  7. The property tax account numbers for all parcels involved.
  8. Legal description of the property.
  9. The contractor's name and current registration numbers.
  10. The fire and water districts.

- B. The three sets of plans you submit must include the following information:
1. Site plans including the following:
    - ◆ The tenant space or building where the work is to be done.
    - ◆ Outside hookups to utilities, including the underground sprinkler supply line.
  2. Floor plans, including the following:
    - ◆ The location of risers, piping, and heads (label whether or not they are new or existing).

Show all room designations (examples: office, paint storage, spray booth, stairwells, bedrooms).

3. Complete riser details.
4. Details and legends for the hangars and sprinklers, including sway bracing.
5. Cross-sections showing trusses framing, ceilings, and location of sprinklers.
6. Hydraulic calculations (as required).
7. If this is an addition to an existing system, **show existing risers, piping, and heads in enough detail to allow us to determine the adequacy of the existing system.**
8. For a single-family residence served by a well, **a holding tank and a pump may be necessary. Call a Fire Protection Engineer for additional information at 206-296-6675.**
9. If this is an existing structure having sprinklers installed, **provide verification that the structure can support the weight of the system.**
10. Plans and hydraulic calculations shall be stamped by a person holding a current sprinkler certificate of competency issued by the State of Washington.

### Fixed Extinguishing Systems

When you apply for a fixed extinguishing system, your submittal package must include a Certification and Transfer of Applicant Status form, a cover sheet, and three sets of plans.

- A. Your cover sheet must include the following information:
1. Owner or developer's name, address, and telephone number.
  2. Agent's name, address, and telephone number.

## Frequently Asked Questions

3. A statement of the scope of work that this permit is intended to cover.
  4. Whether the system is for a particular building or tenant space in a complex, the tenant's name, and location information (for example, space number, building number, or floor number ).
  5. Application numbers (shell permits, tenant improvement permits, fire system permits, or mechanical permits) related to this application. It is particularly important that you provide the application number for the hood or duct system that this fixed system will protect.
  6. The property tax account numbers for all parcels involved.
  7. The legal description of the property.
  8. The contractor's name and current contractor's registration number.
  9. The fire district.
- B. Your plan sets must include the following information:
1. Scaled and dimensioned plans for the following:
    - ◆ Hood and duct system (plan views).
    - ◆ Cooking appliances (plan views).
    - ◆ Combined hood, duct, and appliances (elevations).
  2. Information and details on the system, to include the following:
    - ◆ The make, model, and size of the system. Specify the location and describe the nozzles so that the adequacy of the system can be determined.
    - ◆ Information pertaining to the location and function of detection devices, operating devices, auxiliary equipment, and electrical equipment, if any.
    - ◆ **No approvals will be granted for a fixed fire extinguishing system to be installed in a hood and duct system until the installation of the hood and duct is approved by the mechanical plans examiner in DDES.**

## Fire Alarm Systems

When you apply for a fire alarm system, your submittal package must include a Certification and Transfer of Applicant Status form, cover sheet, three sets of plans, and three copies of cut sheets and batter calculations.

- A. Your cover sheet must include the following information:
1. Owner and developer's name, address, and telephone number.
  2. Agent's name, address, and telephone number.
  3. A statement of the scope of work this permit is intended to cover.
  4. A summary statement giving the number of devices (alarms, horns, and detectors) and the number of risers.
  5. If the system is for a particular building or tenant space in a complex, the tenant's name and location
  6. Information (for example, space number, building number, or floor number).
  7. Application numbers (shell permits, tenant improvement permits, fire system permits, or mechanical permits) related to this application.
  8. The property tax account numbers for all parcels involved.
  9. The legal description of the property.
  10. The contractor's name and current contractor's registration number.
  11. The fire district.
- B. Your plan sets must include the following information:

## Frequently Asked Questions

1. Site plans that clearly note the tenant space or building in which the work is to be done.
2. Floor plans showing the following:
  - ◆ The monitoring system (do not include electrical drawings, outlets, or fixtures).
  - ◆ All new and existing equipment clearly shown and labeled.
  - ◆ All connections between device (both existing and new).
  - ◆ Device quantities, shown by total and zone.
  - ◆ Information on who is monitoring the central station and what type of transmission is used.
- C. Copies of cut sheets attached to each set of plans highlighting specs and model numbers. All devices must be listed and/or approved by a nationally recognized testing agency.
- D. Only monitoring companies approved by the King County Fire Marshal may be used.

## Watermain Extensions, Fire Hydrants, or Underground Sprinkler Supply Lines

When you apply for watermain extensions, fire hydrants, or underground sprinkler supply lines, your submittal package must include a Certification and Transfer of Applicant Status form, cover sheet, and three sets of plans.

- A. Your cover sheet must include the following information:
  1. Owner or developer's name, address, and telephone number.
  2. The agent's name, address, and telephone number.
  3. A statement of the scope of work that this permit would cover.
  4. Whether the system is for a particular building or plat and the related application numbers.
  5. The property tax account numbers for all parcels involved or served by the proposal.
  6. The legal description of the property.
  7. The contractor's name and registration.
  8. The fire and water districts.
- B. Your plan sets must include the following information:
  1. Site plans that match the legal description(s). They must clearly show the following:
    - ◆ The location of existing and proposed hydrants.
    - ◆ All watermains and their sizing.
  2. Details and specifications of piping, fire hydrants, valves, connections, and blocking.

## High-pile Stock and Storage Permits

When you apply for high-pile stock and/or storage permits, your submittal package must include a Certification and Transfer of Applicant Status form, a cover sheet, and three sets of plans.

- A. Your cover sheet must include the following information:
  1. Owner or developer's name, address, and telephone number.
  2. The agent's name, address, and telephone number.
  3. A statement of the scope of work this permit is intended to cover. This statement must include a description of the storage commodity (such as description of items, method of packaging) with sufficient detail to allow the classification of contents.

## Frequently Asked Questions

4. The original shell application or permit number and any related application numbers (tenant improvement, fire system, and mechanical permits).
5. The property tax account numbers for all parcels involved.
6. The legal description of the property.
7. The contractor's name and registration number.
8. The fire and water districts.

B. Your plan sets must include the following information:

1. Site plans to match the legal description, including the locations of tenants and high-pile stock storage.
2. Floor plan showing the dimensions and locations of stockpiles, aisles, and access doors.
3. Roof plan showing the location of smoke vents and draft curtains (if applicable).

NOTE: Smoke vents must be approved or used by a nationally recognized testing agency.

Include the following information in your roof plan:

- ◆ Construction details of draft curtains and smoke vents. (Submit written certification, along with calculations, by a licensed structural engineer that the roof structure will not be impaired and can support the addition of smoke vents and draft curtains along with all other supported equipment.)
- ◆ Catalog cuts of smoke vents, releasing devices, etc.

4. Building section showing height of building and maximum usable storage height.

The following additional information must be submitted for rack storage:

5. Construction details of racks:
  - ◆ Structural calculations
  - ◆ Seismic design calculations
  - ◆ Connection details, etc.
6. Method of storage on racks (for example, wood pallets, open shelves, solid shelves).
7. Location and dimensions of flue spaces.
8. Depth of racks.

## Other bulletins and telephone numbers that may be helpful

Bulletin 1	Building and Development Permit Phone Numbers
Bulletin 7	Mobile Home Permits
Bulletin 8	Commercial and Multi-family Building Permits
Bulletin 9	Obtaining a Residential Building Permit
Bulletin 12	The Residential Building Permit Process
Bulletin 21	Sensitive Areas Review
Bulletin 28	Clearing and Grading Permits

206-296-6600	DDES Permit Center
206-296-6797	Permit Application Appointment Desk
206-296-6630	Building Inspection Staff



King County complies with the Americans with Disabilities Act (ADA). If you require an accommodation to attend a meeting (two weeks notice) or require this information in Braille, audiocassette, or large print, please call 206-296-6693 or TDD 206-296-7217.